

OFFICIAL MEETING MINUTES


MINUTES: **TMCC REGULAR BOARD OF DIRECTORS MEETING**
Meeting: **Board of Directors, Board of Trustees, Administration**
Date/Time/Location: **2/7/2014 – 5:00 p.m. – TMCC Board Room**
Board of Directors Present: JoAnne DeCoteau, Dr. Leigh Jeanotte, Glenn Longie, Carla Peltier.
Board of Directors Absent: Duane Poitra.
Board of Trustees Present: Dwight Trottier, Brock Charette, Elmer Davis, Jr.
Staff Present: Dr. Jim Davis, Kellie Hall, Tracy Azure, Wanda Laducer, Holly Cahill.
Guests: None.
Officiating Recorder: Jaclyn De Los Santos.

Agenda Item	Discussion – Conclusion	Recommendations or Actions
I. Call to Order	Vice Chairman Longie called the meeting to order at 5:08 p.m.	
II. Opening Prayer	Performed by Kellie Hall.	
III. Roll Call	Performed by Jaclyn De Los Santos.	
IV. Approval of Agenda		Vice Chairman Longie asked for a motion to approve the agenda as presented. JoAnne DeCoteau made this motion, seconded by Dr. Leigh Jeanotte. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried.
V. Approval of Minutes		Vice Chairman Longie asked for a motion to approve the December 6, 2013 minutes, December 7, 2013 minutes, and the December 30, 2013 minutes as presented. JoAnne DeCoteau made this motion, seconded by Dr. Leigh Jeanotte. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried.
VI. Old Business		
A. Unauthorized Emergency Purchases Policy	Please see Appendix A. Tracy Azure presented the Unauthorized Emergency Purchases Policy to the Board.	Vice Chairman Glenn Longie asked for a motion to approve the

		<p>Unauthorized/Emergency Policy to be posted for the 30-day comment period. Dr. Leigh Jeanotte made this motion, seconded by Carla Peltier. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried.</p>
<p>B. Foundation Board of Directors</p>	<p>Dr. Davis has been working to establish a Board of Directors for the Foundation. Discussion held. Dr. Davis has been in contact with different individuals in reference the Foundation and will report at a later scheduled meeting with an update.</p>	
<p>C. 401K Trustees</p>	<p>Tracy Azure has submitted the paperwork to John Hancock to add Holly Cahill and Kellie Hall as 401K Trustees.</p>	
<p>D. Organizing for Success (OFS) Phase II Administrative Report</p>	<p>Please see Appendices B, C, and D. Holly Cahill informed the Board that they are at the end of OFS Phase II. The positions have been re-rated based on how many points their positions earned. Holly Cahill presented a PowerPoint presentation. Discussion held. Carla Peltier inquired if the Board could take the options to have time to review them, and bring them back to the February meeting. Dr. Leigh Jeanotte asked that we move forward as quickly as possible, and suggested we finalize it as quickly as possible.</p>	<p>Vice Chairman Longie asked for a motion to table the Salary Schedule and the Student Government Annual Expense Report vs. Actuals until the February 24, 2014 meeting. Discussion held. JoAnne DeCoteau made this motion, seconded by Carla Peltier. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried.</p>
<p>E. Salary Schedule Findings/Recommendation</p>	<p>The Salary Schedule Findings/Recommendations were previously discussed with item VI. D.</p>	
<p>F. Annual Expense Report vs. Actuals Student Government</p>		<p>Tabled until February 24th, 2014.</p>
<p>G. North Central Accreditation (NCA) Document</p>	<p>The NCA Self-Study Document was sent in about two weeks ago. If the Boards would like a hard copy of the self-study, administration will get copies made. Kellie Hall presented the self-study on the TMCC website. Discussion held. Please see Appendix E.</p>	
<p>VII. New Business</p>		
<p>1. Vice Presidents Report presented by Kellie Hall a. Report</p>	<p>The Aims Keys Indicator System (AKIS) report went off with the final corrections, which measures the student success. The Integrated Post Education Data System (IPEDS) report is</p>	

<p>2. Comptrollers Report by Tracy Azure</p> <p>b. PO's</p> <p>c. Report</p>	<p>also being finalized at this time. Discussion held.</p> <p>Tracy Azure presented the following Purchase Requisitions:</p> <p>A PR to Tweed Country to purchase a Skid steer for the DOL TREND Program in the amount of \$36,400.</p> <p>A PR to All State Peterbilt to purchase an additional Semi truck and trailer for the DOL TREND Program in the amount of \$71, 766. The need for the additional truck and trailer is due to the large number of students interested in the program. This will be purchased through the ND State Grant.</p> <p>A PR to Trane U.S. to repair and/or replace the heating pumps throughout the building. This will be paid out of Title III Formula B in the amount of \$161,038.</p>	<p>Vice Chairman Longie asked for a motion to approve the PR's to Tweed Country for \$36,400, All State Peterbilt for \$71,766, and Trane U.S. for \$161,038. Dr. Leigh Jeanotte made this motion, seconded by JoAnne DeCoteau. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried.</p>
<p>3. Student Senate Report</p> <p>c. Monthly Report</p>	<p>Brock Charette presented that three of the CDL students have passed their written and driving exams. The Student Senate paid their fees for the exams. Additional students did testing this week and next week.</p> <p>Approximately 40 students and 9 advisors will be going to the AIHEC Conference this year. The men's and women's basketball teams will be traveling for AIHEC also. We will be having fund raisers to assist with the cost for AIHEC. We are hosting a basketball tournament, raffling a mini iPad, and possibly a 50/50 raffle.</p> <p>Brock asked if we can possible do an overall "Student of the Year" through the College. This needs to be presented to the Student Senate and determine if it can be done for next year.</p>	
<p>4. Presidents Report presented by Dr. Jim Davis</p> <p>d. Report</p>	<p>Please see Appendix F. The MOU has been signed as of this week between TMCC and the TMHA for the College Apartments Project. The bid opening is February 14th for the new carpet. Dr. Davis has a draft handout for a two year report. Please see Appendix G.</p>	

VIII. Other Business	None.	
IX. Next Meeting	Regular Board of Directors: February 24, 2014 at 5:00 p.m.; TMCC Board Room	
X. Adjournment	Meeting adjourned at 7:43 p.m.	Vice Chairman Longie asked for a motion to adjourn. JoAnne DeCoteau made this motion, seconded by Dr. Leigh Jeanotte. No discussion was held. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried.



 Glenn Longie, Board of Directors Vice Chairman



 Jaclyn De Los Santos, Board of Directors Recording Secretary